

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS –
BOARD OF DIRECTORS**

Wednesday, May 21, 2014 – 1:00 P.M.

100 West Keenan Street, Rhinelander, Wisconsin

Members Present: Bix, Cushing, Gresser, Hammer, Korten Hof, Krug, Millan, Peterson (1:06 P.M.), Platner, Ritchie, Queen, Teichmiller

Members Absent: Price

Call Meeting to Order: Chair Teichmiller called the meeting to order at 1:03 P.M. Also present were Pam Parkkila, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW), and Jennifer Lueneburg, Oneida County Social Services Financial Services Manager.

Public Comment & Introductions: There were none.

Approval of the Agenda: Cushing moved to approve the agenda with fifteen items; Hammer seconded. All Ayes. Motion Carried.

Approval of the Minutes of the May 1, 2014 Board of Directors Meeting: Korten Hof moved to approve the minutes of the May 1, 2014 Board of Directors meeting; Queen seconded. All Ayes. Motion Carried.

2014 Budget Increase Request for Lac du Flambeau: In the budget submitted for the Lac du Flambeau satellite office for 2014, the health insurance line item was under-budgeted by \$26,120. Lueneburg reported that increasing budget funding by this amount will result in a time reporting usage of 37.5%. Krug moved to increase the funding of the Lac du Flambeau satellite office by \$26,120 for a total of \$30,840 to fully fund the health insurance costs. Queen seconded. All Ayes. Motion Carried.

Resolution for Inclusion in the Wisconsin Public Employers' Group Health Insurance Program: The underwriting for inclusion in the Wisconsin Public Employers' Group Health Insurance Program was completed earlier this year. Also needed is a resolution for inclusion under the program, and this resolution is needed 120 days before the start date of the insurance. This means employees won't be covered until October 1, 2014. This plan has no deductible for services which are provided within the Preferred Provider Organization (PPO), but it does have a \$1,000 individual deductible and a \$2,000 family deductible for services

outside the PPO. The regional staff met and decided that the WEA Trust-East is the best option for them. The total cost for the plan is \$1,985.70/month for family coverage. The employee pays \$238.28, and the ADRC-NW pays \$1,747.42. Hammer moved to approve the Resolution for Inclusion under the Wisconsin Public Employers' Group Health Insurance Program; Cushing seconded. All Ayes. Motion Carried.

Regional IT Proposals: Parkkila has reviewed multiple proposals for IT services. Last month the Board of Directors approved \$415/month for remote access and on-site computer services for eight computers. However, the new Disability Benefit Specialist in Medford and the Board Secretary both have ADRC-NW computers and were not included in this proposal. The cost of including them would raise the monthly fee from \$415 to \$595. Cushing moved to approve the addition of the Medford Disability Benefit Specialist computer and the Board Secretary computer to the original contract; Hammer seconded. All Ayes. Motion Carried. In addition there were shortfalls in the current system that should have been addressed when the network was originally established – installation of a firewall and software switches and inclusion of robust encryption software. The maximum cost for these three items (firewall, software switches, encryption software) is \$18,524.41 and will be part of our carryover funding request for 2013. All these items will work with whichever service provider we use. The encryption software will be handled under a three-year contract. Hammer moved to purchase the firewall and software switches which are hardware items, and encryption software at a maximum cost of \$18,524.41 for the three items; Millan seconded. All Ayes. Motion Carried.

Board of Directors Evaluation: Due to the fact that evaluations were still being submitted on May 20th, this item will be put on the agenda of the June Board of Directors meeting.

Regional Manager Report: 1) The seven Wisconsin counties that applied for Family Care will be starting their first enrollments during the first and second quarters of 2015. This leaves only eight counties without Family Care in the entire State of Wisconsin. 2) The staff is receiving ongoing training. 3) The Governor has declared May to be ADRC month. 4) Marketing updates continue to be made, and a report will be made to the Board soon. 5) Two applications for the two Board of Directors vacancies have been received. Advertising in local media outlets will begin soon.

Success Story: An elderly woman in Vilas County was recently diagnosed with cancer, and the only option offered her was treatment. The woman and her family were not satisfied with this proposal. They came to the ADRC-NW for options counseling. The decision was made to pursue hospice care rather than cancer treatment because of her other health issues. This option had not been previously presented to them. The ADRC system made it possible to discuss all the options and make an informed choice.

Customer Unmet Needs: There is a problem with the availability of in-home support and CBRF facilities. Home health workers are not able to start working with recently discharged patients under 5-7 days after discharge. This may be due to the rural nature of our area. A conference on care transition is scheduled the day before the semi-annual Greater Wisconsin Agency on Aging Resources (G.W.A.A.R.) conference in September.

Board Member Report Community Feedback: Kortenhof is working with a family to enable a woman to get back into the community.

Future Agenda Items: Marketing Update. Other items as determined by the Regional Manager and the Board Chair.

Confirm Next Meeting Date, Time, & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Board of Directors will be Friday, June 27, 2014 at 1:00 P.M. The Finance Committee will meet at 12:00 Noon. The meetings will be in Rhinelander.

Adjournment: With no further business, Bix moved to adjourn; Cushing seconded. All Ayes. The meeting was adjourned at 2:15 P.M.

Handouts: Minutes of the Aging & Disability Resource Center of the Northwoods Board of Directors for May 1, 2014; Resolution for Inclusion under the Wisconsin Public Employers' Group Health Insurance Program; "Choose Your Health Plan"; ETF Group Health Insurance Summary.